BFS remote learning plan (v1.3)

PARENT COPY

Purpose

Following the secretary of state for education's statement on Thursday 18th March 2020 we are closing to pupils at the end of the school day on Friday 20th March. This is until further notice. This is for all children with the exception of those whose parents are key words and for those pupils that are most vulnerable. All other children are expected to stay and complete work at home, this applies to all year groups. We will therefore be implementing our remote learning plan from Monday 23rd March.

We are committed to working together to maintain as much continuity of education as is possible. Things will, however, be different. We will communicate regarding education or work via ShowMyHomework (SMHW).

Our school's page can be found here: https://bedfordfree.satchelone.com/

Teachers and support staff have already prepared resources and made other preparations for pupils to learn at home. The following guidelines apply and staff will endeavour to set work according to the timetables and plan outlined below.

For simplicity we will attempt to operate a reduced timetable for KS3 and KS4. Individual timetables for year groups can be found in this document. Work will be set by teachers using SMHW and may including using other online platforms such as SAM Learning and HegartyMaths. As parents and carers, we ask that you encourage and support your child's learning at home by providing an appropriate place to work, checking that they are engaging with the work set and it is completed by the end of each day.

We are all nervous about the educational implications of a closure. Due to staffing, potential absence, technological and logistical capabilities we can't make a 100% guarantee that we will be able to deliver everything as outlined in this document. However, we will endeavour and aim to do so to the best of our ability.

How will we keep in touch with you?

Queries over email to teaching staff will be answered, but we cannot guarantee that responses will be as timely as we would usually be able to manage. The email addresses of staff are first initial followed by surname @ school name .co.uk For example Chris Smith at Bedford Free School would be csmith@bedfordfreeschool.co.uk

If you have concerns about your child please contact the relevant pastoral leader:

Y7: Angela Runnegar-Clark	Y8/Y9: Ms Lesley Robinson	Y10/Y11: Mrs Costin-Webb:
arunnegar-clark@bedfordfreeschool.co.uk **01234 332275 07762 413440**	lrobinson@bedfordfreeschool.co.uk **01234 332278 07377 232187**	CCostin-Webb@bedfordfreeschool.co.uk **01234 332292 07783 015976**

Morning registration online

In order to improve our provision, we would like pupils to complete a simple online registration process before 9:30am each week day. Registering online in this way helps pupils to maintain a productive morning routine, but it will also give them a valuable way of communicating with the school. When registering, pupils will be able to raise any concerns, let the school know if they or anyone in their family is unwell and request for someone at school to contact them. In short, it will help us to look after them more effectively.

The instructions for this are as follows.

Pupils should:

1. Log in to Show My Homework in the morning as usual

2. Click the link that will be provided each day. This will take them to a webpage where full instructions for completing the register will be provided as a daily reminder.

3. Before pupils complete the registration process they must ensure that they are logged into their school Google account using their school email address that takes the form:

    userid@student.bedfordfreeschool.co.uk

    (Pupils will already be aware of the user ID they will need to use. It is the same username and password they use to login to computers in school and will have used in computing lessons. If pupils are unsure or do not know their school login details then please contact Mrs Logan during normal school hours on 01234 332290 or 07594 249851 for further assistance)

4. Click the 'Register Now' button

5. Complete the form and submit the register

My child tells me they can't log-on to school systems. Who do I contact?
Please make sure that your child has logged into ShowMyHomework correctly using their username and password or PIN provided. For further advice please speak to the follow:

1. Mrs Logan	01234 332290 or 07594 249851
2. Mr Moore	01234 332272 or 07377 232241

Please email *questions@advantageschools.co.uk* if you have no other method of resolving this. You will need to clearly state your child's name and class or tutor group.

Help also available on the ShowMyHomework site: help.teamsatchel.com

Will the school provide work for my child to be doing while the school is closed?
Yes. Teachers will set work for students to complete and will be in contact throughout. However, we are unlikely to run lessons remotely. Pupils and parents should not expect teachers to deliver content over Skype, YouTube, Social Media or through remote 'chat' facilities.

At BFS, teachers may email pupils, but will only use school email addresses. Parents will be contacted through email or FaceBook. Parents can contact their child's class teacher through email.

How much work should my child be completing during this time?
Teachers will aim to set a similar amount of work as would be covered during a lesson, and for any subsequent homework. That would mean that most students should be completing around six or seven hours a day of work at home. Clearly, they will have more flexibility around when that happens, but we would encourage them to maintain similar work hours to the existing school day.

Will work that students produce during this time be marked or assessed?
Where possible teachers will provide feedback. We will ask teachers to be as clear as possible about when work will be checked and what type of feedback can be provided. Doing this remotely is not as easy as it is in person, so we ask for your patience and understanding in this area.

Will I be expected to print off electronic resources?
No. Teachers will try to avoid setting work or sharing resources that cannot be completed on a screen.

I am unsure what work my child should do. Who do I contact?
Before contacting teachers, please make sure that your child is following the instructions they have been given and have logged into ShowMyHomework.

In most cases, pupils will be advised what they should do by their teacher. If this has not happened, or if you are unsure, please email the teacher directly. Should you not receive a response within two working days, please feel free to repeat, but we will be giving staff time off in lieu of their Easter break and we know some colleagues will be affected themselves.

My child is becoming very worried and anxious. I'm concerned about their well-being. What can I do?
Speak to your child's relevant pastoral leader for further advice (contact details provided above). In addition the following are useful sources of information:

Bedfordshire CAMHS (Child and Adolescent Mental Health Services) -

CAMHS Crisis Team – 01234 310952

Single Point of Entry (Referrals) – 01234 310040

LAC and Eating Disorders Team – 01234 311136 or 01234 310670

Neurodevelopmental Team – 01234 310669

Bedford Team – 01234 310670

Managing our Mental Health & Staying Well during a Virus Outbreak

Mind have created a guide for people to advise them on ways of managing our mental health during a virus outbreak. Please see link to the guide below.

https://www.mind.org.hk/wp-content/uploads/2020/02/ResponseCoronavirusENG6.2.2020-.pdf

Please read Public Health England's most recent advice to support mental health during the COVID-19 outbreak.

https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19#additional-advice-for-groups-with-specific-mental-health-needs

This includes the updated Public Health England Every Mind Matters platform with specific advice on maintaining good mental wellbeing during the outbreak.

https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-staying-at-home-tips/

Staying safe online:
There are a number of places of support for parents and carers to keep their children safe online, including:

- Internet matters - for support for parents and carers to keep their children safe online
- London Grid for Learning - for support for parents and carers to keep their children safe online
- Net-aware - for support for parents and carers from the NSPCC
- Parent info - for support for parents and carers to keep their children safe online
- Thinkuknow - for advice from the National Crime Agency to stay safe online
- UK Safer Internet Centre - advice for parents and carers

During this time, it is important that children working online have very clear reporting routes in place so they can raise any concerns whilst online. As well as reporting routes back to each school we also believe children should be aware of age-appropriate practical support from the likes of:

- Childline - for support
- UK Safer Internet Centre - to report and remove harmful online content
- CEOP - for advice on making a report about online abuse

Curriculum and Teaching: Guidance and expectations

Pupils:

- Should login to SMHW to review work being set
- Follow the timetable each day and carefully read the work being set and following instructions as directed
- Ensure work is completed to the expected high standard. Submit work as required using SMHW or emailed directly to teachers as requested.
- Use the printed resources provided already

Parents:

- Should be aware of the remote learning plan and individual pupil timetables
- Should encourage and support their child's learning at home by providing an appropriate place to work, checking that the set work is completed by the end of each day and ensuring the timetable is followed correctly
- Should contact pastoral leaders about any concerns or issues related to the setting of work

KS3 Timetable:

Y7 & Y8 (Lesson sessions will be 1hr:30min each)

	Monday	Tuesday	Wednesday	Thursday	Friday
P1/P2 **9:00- 10:30**	History	English	Spanish	English	English
P3/P4 **11:00 – 12:30**	Geography	Maths	Music	Maths	Maths
P5/P6 **13:00- 14:30**	RE	Science	Art & DT	Science	Science
Prep	French (Y8 Sets 1-3 only)	Reading	Additional revision	Reading	Additional revision

Y9 (includes preference subjects. Lesson sessions will be 1hr:30min each)

	Monday	Tuesday	Wednesday	Thursday	Friday
P1/P2 **9:00- 10:30**	History	English	Spanish	English	English
P3/P4 **11:00 – 12:30**	Geography	Maths	Preference subjects - Drama - Art - Music - DT - Computing	Maths	Maths
P5/P6 **13:00- 14:30**	RE	Science		Science	Science
Prep	French (Y8 Sets 1-3 only)	Reading		Reading	Additional revision

Y10 (Lesson sessions will be 1hr:45min each)

	Monday	Tuesday	Wednesday	Thursday	Friday
P1/P2 **9:00-10:45**	English	Option 10A - Drama - French - Geog - Spanish	English	Option 10D - Art - Drama - PE RE	English
P3/P4 **11:00-12:45**	Maths	Option 10B - French - Geog - History - Music - Tech - Support	Maths	Option 10C - Art - Computing - Geography - History - Spanish	Maths
P5/P6 **13:15-15:00**	Science	Option 10C - Art - Computing - Geography - History - Spanish	Science	Option 10B - French - Geog - History - Music - Tech - Support	Science
P7/P8 **15:15-17:00**	Additional revision / reading	Option 10D - Art - Drama - PE - RE	Additional revision / reading	Option 10A - Drama - French - Geog - Spanish	Additional revision / reading

Y11 (Lesson sessions will be 1hr:45min each – please provide enough material of each session)

	Monday	Tuesday	Wednesday	Thursday	Friday
P1/P2 **9:00-10:45**	Option 11E - Art - Computing - Geography - History	English	Option 11H - French - Geog - History - Spanish - Tech	English	English
P3/P4 **11:00-12:45**	Option 11F - Art - PE - RE - Spanish - Support	Maths	Option 11G - Drama - French - Geog - Music - Tech - Support	Maths	Maths
P5/P6 **13:15-15:00**	Option 11G - Drama - French - Geog - Music - Tech - Support	Science	Option 11F - Art - PE - RE - Spanish - Support	Science	Science
P7/P8 **15:15-17:00**	Option 11H - French - Geog - History - Spanish - Tech	Additional revision / reading	Option 11E - Art - Computing - Geography - History	Additional revision / reading	Additional revision / reading

SMHW Guidance

To get the best experience pupils and parents should login into SMHW. This will give a personalised calendar and timetable.
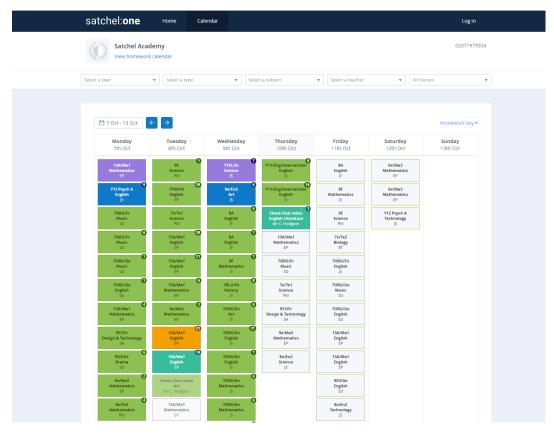
Useful information about how to long in and view work set can be found here:
https://help.teamsatchel.com/en/collections/1695420-parents

In the event that you aren't able to access your account, you can still check your child's work by going to the School calendar. Viewing the School calendar does not require a log in.

To locate your child's School calendar, visit:

https://bedfordfree.satchelone.com/school/homeworks/calendar

How to use the School calendar

Locating Homework

The default School calendar loads without any homework displayed. From here, you can apply filters relating to date, teacher, subject, class, year group, and type of homework task in order to locate your child's specific homework. Alternatively, you can browse all the homework set throughout the entire school by clicking *Show All*.

Homework Boxes

Homework assignments display as a single coloured box on the day it is issued and and again as a grey box with a coloured outline on the day it is due. The numbers in the top right-hand corner of the homework box refer to the number of days left before the due date of the task.

Viewing work set:

For each lesson work will be set and instructions given. Teachers may additional attachments for reference or further information.

Insects

Miss. J. Chumbley set this Homework for group 08T/Ar - Art

Set on 05 January 2015   Due on 27 February 2015

Description

You must read the attached slide for the home learning project and view the recommended websites for the research information.

Manage your own time in order to complete the 2 artist research tasks set.

There is an extension project to create your own 2D or 3D insect also.

Other information

- This homework will take approximately 6 weeks.
- Miss. J. Chumbley would like you to hand in this homework in class.

Resources to help you

yr8_insects_hl.ppt

Damien Hirst | Tate   Kiama Art Gallery...   Eugène Séguy - Sc...

Here you can see who set the homework, when the homework was set and when it is due

Here is a description of the homework. Hopefully the teacher will have made it clear and easy to understand

This shows one of the big advantages of SMHW. The teacher has added several resources to help the student with their homework. In this case they have given a PowerPoint presentation and links to useful websites. Videos can also be embedded.